

July 28, 2000

TO: Members of the MAG Telecommunications Advisory Group

FROM: Debbie Kohn, Avondale, Chairperson

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

Thursday, August 3, 2000, 10:00 a.m.
MAG Office, Suite 200, Saguaro Room
302 North 1st Avenue, Phoenix

A meeting of the MAG Telecommunications Advisory Group (TAG) will be held at the time and place noted above. Members of the Telecommunications Advisory Group may attend either in person or by telephone conference call. **Please park in the garage under the Compass Bank Building. Bring your ticket to the meeting, parking will be validated. For those using transit, the Regional Public Transportation Authority will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.** Supporting information is enclosed.

Please be advised that under procedures approved by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum in order to conduct business. A quorum is a simple majority of the membership, or 9 people for the MAGTAG. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you.

If you have any questions or need additional information, please contact Heidi Pahl at (602) 254-6300.

TENTATIVE AGENDA

ADVISORY GROUP ACTION REQUESTED

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| 1. Call to Order | |
| 2. <u>Approval of June 22, 2000 Meeting Minutes</u> | 2. Review and approve meeting minutes. |
| 3. <u>MAG Regional Videoconferencing System Project</u> | 3. For information and discussion. |
| The MAG Regional Videoconferencing System Project will implement | |

videoconferencing technology to facilitate communication among MAG and its member agencies and reduce travel by eliminating the need to travel to as many meetings. Intellisys Group and Qwest will provide a project status update on the installation of the videoconferencing equipment and network for each site.

4. Marketing

MAG staff has held a number of meetings to discuss marketing activities for the MAG Regional Videoconferencing System (RVS) Project. Ideas for a marketing kit for MAG member agencies were gathered. An update will be provided.

5. Regional Wide Area Network (WAN) Study

A Regional WAN brainstorming session has been scheduled for August 2, 2000 for all MAGTAG and MAG ITS Committee members. An update will be provided.

6. Telework Program

The telework portion of the MAG Teleconferencing and Telework Program will provide for additional teleworking alternatives throughout the Valley. An update will be provided.

7. Regional Connections

Regional Connections will further e-mail and Internet connectivity as well as create a basic web page for those member agencies who are not yet using these technologies. An update will be provided.

8. Teleconferencing Policies and Procedures for the MAG Regional Videoconferencing System

The MAG Regional Videoconferencing System requires policies and procedures

4. For information, discussion and possible action.

5. For information and discussion.

6. For information and discussion.

7. For information and discussion.

8. For information and discussion.

for teleconferencing meetings. The policies and procedures working group met to review sections six to nine and the full Committee has had an opportunity to review the document. An update will be provided. Comments and discussion will be solicited.

9. MAG Transportation Management Systems Report and Proposed Schedule for Developing the FY 2002-2006 MAG TIP

Each year MAG develops an update to the MAG Transportation Management Systems Report to provide MAG member agencies with data and guidance in developing projects to be included in the MAG TIP. A copy of the Draft MAG Transportation Management Systems Report, FY 2001 Update, is attached (see Attachment One). The MAG Regional Council accepted the Management Systems Report on July 26, 2000. Submission of requests for federal funds are due September 11, 2000. Discussion will be solicited for MAGTAG TIP projects for FY 2002-2006.

10. Announcements and Public Input

An opportunity will be provided to Committee members and members of the public to address the MAG Technical Advisory Group.

11. Date of Next Meetings

The next meeting of the MAGTAG is tentatively scheduled for August 24, 2000 from 10:00 a.m. - 12:00 p.m. MAGTAG will discuss a short term meeting schedule. The remainder of meetings for 2000 are as follows:

September 28, 2000
October 26, 2000
November 30, 2000
December 28, 2000

9. For information and discussion.

10. For information.

11. For information and discussion.